

**Project Officer (Arts Administration Trainee)
(12-18-month contract from September 2020)**

Application deadline: 31 July 2020

The Absolutely Fabulous Theatre Connection (AFTEC) is an award-winning bilingual arts-in-education charity and a LCSD Venue Partner for the 12th year. Our unusual bilingual theatre productions and arts-in-education programmes offer space for imaginative individuals looking for exciting and different perspectives to the arts. Our work is game-changing and has been recognised locally and abroad.

We are looking for an individual who is passionate about the arts and learning to support our three organisational strands: Learning & Participation, Youth Empowerment and Arts for Change with local and international artists across multiple sectors.

Duties of the current position include:

- Co-ordination and logistics support for theatre productions at indoor and outdoor venues
- Liaison and administration in the preparation and execution of theatre education projects
- Supporting the team effectively and efficiently

Attributes for the successful candidate include:

- permanent HK residency
- a degree in performing arts or a relevant field
- a passion for the arts
- at least 1-2 years of working experience in performing arts
- a team player
- strong ability to communicate in Chinese and English
- positive team spirit and high energy
- solid IT skills

Please send application with CV, expected salary to natalieting@aftec.hk. Shortlisted applicants shall be interviewed within 4 weeks. All data is collected for the purpose of recruitment only and will be treated in the strictest confidence.

Enquiries: 2520 1716
www.aftec.hk